

# REYNOLDS, SMITH & HILLS, INC.

[www.rsandh.com](http://www.rsandh.com)

## Contacts

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## Professional Environmental Services

Federal Supply Schedule 899  
899GSA Contract #: GS-10F-150AA

**SIN 899-1 Environmental Consulting Services**

**SIN 899-3 Environmental Training Services**

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## About RS&H

RS&H is dedicated to preserving, protecting, and enhancing the world's natural resources. Through comprehensive environmental services, we help clients design and implement projects following the highest environmental standards, ensure their facilities and operations comply with all regulatory requirements, as well as foster healthy environments and remediate any problems as soon as they arise.



## Professional Environmental Services

RS&H's environmental professionals are committed to ensuring organizations maintain compliance, while enhancing overall environmental performance. RS&H's professional environmental series include:

- Regulatory compliance, monitoring, and permit renewal
- NEPA and state environmental review documentation
- Mitigation bank permitting, design, and management
- Ecological services, assessments, and permitting assistance
- Soil and groundwater assessment and remediation strategies
- Outdoor air quality assessments and modeling
- Noise studies and modeling
- Indoor air quality solutions and proactive programs
- Environmental regulatory training

## Sustainable Solutions

RS&H's integrated approach to sustainability focuses on resource conservation, efficiency, community engagement, and business success. We are committed to delivering sustainable solutions that advance our clients' social, economical, and environmental goals. Our sustainability services include:

- Executive Order 13514 support
- ISO 14001 Environmental Management System development and management
- Sustainability management plan facilitation
- Employee engagement strategies
- Metrics development
- Sustainable solutions implementation
- Greenhouse gas emission accounting
- Climate action plan development

## GSA Schedule Pricing

Labor Category	Labor Rates (\$/hr)				
	4/25/13 – 4/24/14	4/25/14 – 4/24/15	4/25/15 – 4/24/16	4/25/16 – 4/24/17	4/25/17 – 4/24/18
Engineer/Scientist V (Project Director)	\$150.00	\$153.45	\$156.98	\$160.59	\$164.25
Senior Engineer/Scientist IV (Project Manager)	\$118.70	\$121.43	\$124.23	\$127.08	\$130.01
Engineer/Scientist III	\$85.00	\$86.96	\$88.95	\$91.00	\$93.09
Junior Engineer/Scientist II	\$75.00	\$76.73	\$78.49	\$80.29	\$82.14
Administrative /Clerical**	\$37.18	\$38.03	\$38.91	\$39.80	\$40.72

SCA Matrix		
SCA Eligible Contract Labor Category	SCA Equivalent Code Title	WD Number
Administrative / Clerical**	01020 Administrative Assistant	2005-2115

"The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (\*\*) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly."

## Labor Categories

### **E/S V Engineer/Scientist V (Project Director)**

Makes authoritative decisions and recommendations having significant impact on the environmental related activities of company. Negotiates critical and controversial issues with top-level engineers, scientists and officers of other organizations and companies. Individuals at this level demonstrate a high degree of creativity, foresight, and mature judgment in planning, organizing, and guiding extensive environmental programs and activities of outstanding novelty and/or importance. Has frequent direct contact with clients, contractors and suppliers. Directs a large staff of engineers and scientists in supporting functions. Makes independent, responsible decisions only subject to review by senior management. Works under administrative direction. Requires Master's Degree, professional certification and 10 years of experience, or Bachelor's Degree, professional certification and a minimum of 14 years experience.

### **E/S IV Senior Engineer/Scientist IV (Project Manager)**

Makes authoritative decisions and recommendations having important impact on environmental related activities of company. Conceives and plans environmental projects involving exploration of subject area, definition of scope and selection of problems for investigation and development of novel concepts and approaches. Typical duties and responsibilities may include one or more of the following: Determining and establishing technical and administrative guidelines in accordance with Company goals and policies; Providing professional expertise on major projects. Overseeing technical quality of work by employees assigned to a project; Planning, developing, coordinating and directing a number of large and important projects or a project of major scope and importance; Directing a staff of engineers and scientists evaluating progress of the staff and results obtained and recommending major changes to achieve overall objectives; Directing a large staff of project engineers in supporting functions. Requires Master's Degree, professional certification and 7 years of experience, or Bachelor's Degree and 10 years experience.

### **E/S III Engineer/Scientist III**

Applies diversified knowledge of environmental principles and practices to broad variety of assignments and related fields. Has responsibility for interpreting, organizing, executing and coordinating assignments. Requires use of advanced techniques and modification and extension of theories, precepts, and practices in individual's field. Acts as technical liaison to individuals within and outside the organization with responsibility to act independently regarding technical matters pertaining to individual's field. Typical duties and responsibilities may include one or more of the following: Serving as Project Manager of major projects, if required, and is delegated limited authority to negotiate or consult directly with clients; Participating in a primary role in business development, if appropriate; Developing and evaluating plans and criteria for a variety of projects and activities to be carried out by others; Supervising, coordinating and reviewing the work of a small staff of engineers and scientists; estimating manpower needs and schedules and assigning work to meet completion date; Planning, developing, coordinating and directing a large and important environmental project or a number of small projects with many complex features. Requires Bachelor's Degree, professional certification and 7 years experience.

## **E/S II Junior Engineer/Scientist II**

Independently evaluates, selects, and applies standard environmental techniques and procedures while using judgment when making minor adaptations and modifications. Assignments have clear and specific objectives and require investigation of limited number of variables. Assistance is given for unusual problems and normally reviewed for application of sound professional judgment. Independently performs most assignments with instruction only regarding general expected results. Typical duties and responsibilities may include one or more of the following: Coordinating and directing technicians assigned to projects; serving as Project Manager of projects within scope of experience; preparing portions of proposals, including cost estimates and preliminary investigations of required tasks. Requires Bachelor's Degree and 4 years experience.

## **Administrative Assistant/Clerk\*\***

Performs secretarial, clerical and minor administrative duties of a routine nature for one or more people. Assignments may vary but most duties are covered by established guidelines. Very few independent decisions required, as most work is routine and repetitive. Works under general supervision. Typical duties may include one or more of the following: typing technical and/or statistical data; composing correspondence; receiving and placing phone calls; receiving visitors; maintaining filing system; opening and/or distribution of mail within assigned area; making travel and hotel reservations; preparing and maintaining a variety of reports and records; compiling data for reports as requested. Requires High School degree or equivalent and minimum of 1 year of secretarial and general office experience.

\*\*Indicates SCA eligible Category. See the above SCA Matrix list for additional information regarding this labor category.

## Terms and Conditions

1a. Awarded Special Item Numbers	See Sins listed above	
1b. Labor Rates	See labor rates listed above	
1c. Labor Category Descriptions	See labor categories listed above	
2. Maximum Order Threshold	\$1,000,000	
3. Minimum Order	\$100	
4. Geographic Coverage	Worldwide	
5. Point of Production	Jacksonville, FL	
6. Discount from List Prices	None	
7. Quantity Discounts	<b>Task Order Amount</b>	<b>Discount</b>
	\$150,000 to \$299,999	1.5%
	\$300,000 to \$499,999	3%
	\$500,00 and above	5%
8. Prompt Payment Terms	None	
9a. Acceptance of Government Credit Cards at or below the micro-purchase threshold	Yes	
9b. Acceptance of Government Credit Cards above the micro-purchase threshold	Yes	
10. Foreign Items	Not applicable	
11a. Time of Delivery	Not applicable	
10b. Expedited Delivery	Not applicable	
11c. Overnight and 2-day Delivery	Not applicable	
11d. Urgent Requirements	Not applicable	
12 F.O.B. Points	Not applicable	
13a. Ordering Address	10748 Deerwood Park Blvd. S. Jacksonville, FL 32256	
13b. Ordering Procedures	Contact	
14 Payment Address	10748 Deerwood Park Blvd. S. Jacksonville, FL 32256	
15. Warranty Provisions	Not applicable	
16. Export Packing Charges	Not applicable	

17. Terms and Conditions of Government Purchase Card Acceptance (any thresholds above the micro-purchase level)	None
18. Terms and Conditions of Rental, Maintenance, and Repair	Not applicable
19. Terms and Conditions of Installation	Not applicable
20. Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts from List Prices	Not applicable
20a. Terms and Conditions for Any Other Services	Not applicable
21. List of Service and Distribution Points	Not applicable
22. List of Participating Dealers	Not applicable
23. Preventive Maintenance	Not applicable
24a. Special Attributes	Not applicable
24b. Section 508	Not applicable
25. Data Universal Numbering System (DUNS) Number	613387281
26. Central Contractor Registration (CCR) Database	Yes